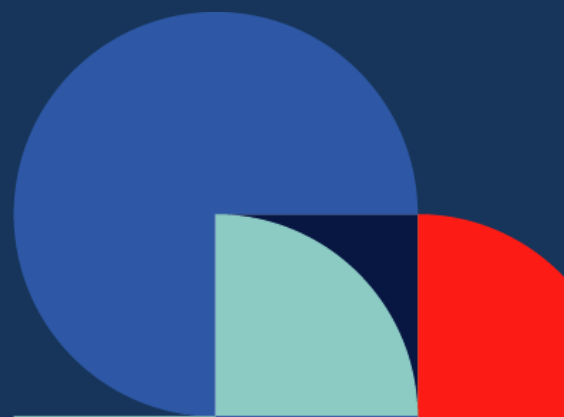


Creating a Learning Journey with Learning Technologies



BEFORE Live Sessions



Participants join a community

(e.g. an MS Teams groups where they can find all the information about the programme)



Facilitator introduction and welcome

Using a video made using their phone and edited using free software available on their computer.



Digital Evaluation

Consider Insights, Myers Briggs, home made google form or anything from external provider. Posted in community area, making clear if it's mandatory



Post links to Zoom, Teams or others

Provide clear dates and time (Time Zone alerts!) and possibly how to get there (downloading apps)

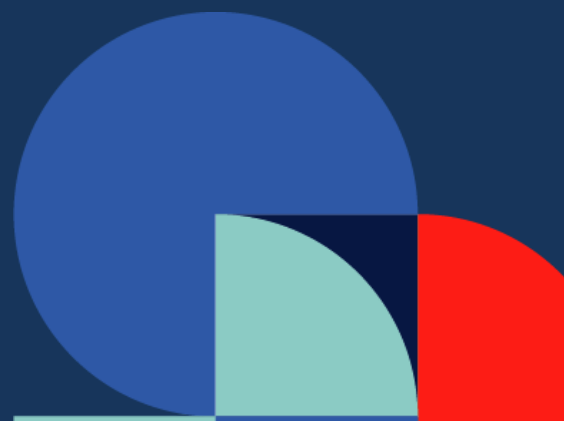


Add content explaining the 'Why' behind the training

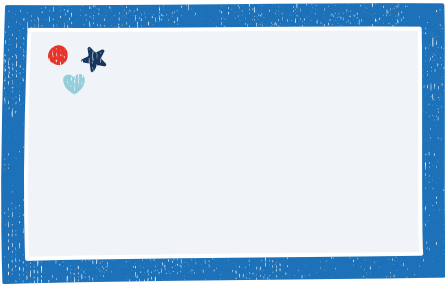
for example, a TEDTalk video is an easy option for a leadership programme, or a podcast if you know your learners travel regularly for work



Creating a Learning Journey with Learning Technology



DURING Live Sessions



 **Mentimeter**

Engage with a whiteboard

Detail why they're attending the training. Use questions such as, "Why are attending today?" What would you like to learn"? Mentimeter works well with a larger group

Start your first breakout activity

Reflect on the challenges associated with the learning goals. Sometimes throwing the group in at the deep end like this is a great learning opportunity providing there is ample time to debrief at the end.



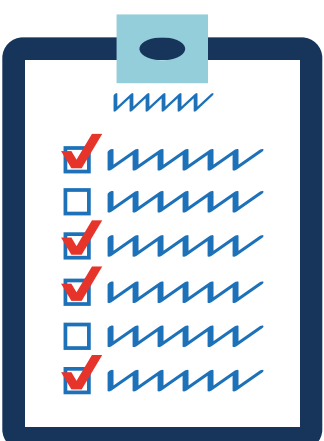
Collaborative Learning

Supports knowledge retention and behaviour change. Miro or Mural are great tools for anything about project management or processes, - you can create great activities.

Get post session work ready

Add to the community area AND share your screen showing where everything is located.

For example, ask them to complete a reflection or planning template, including who they need to share it with and why.



Summarise all job aids and video tutorials

Explain what is available after the live session to help them complete any tasks you've set them, and apply the learning. For example, provide a one page pdf check list of all support tools.



Creating a Learning Journey with Learning Technology

POST Live Sessions

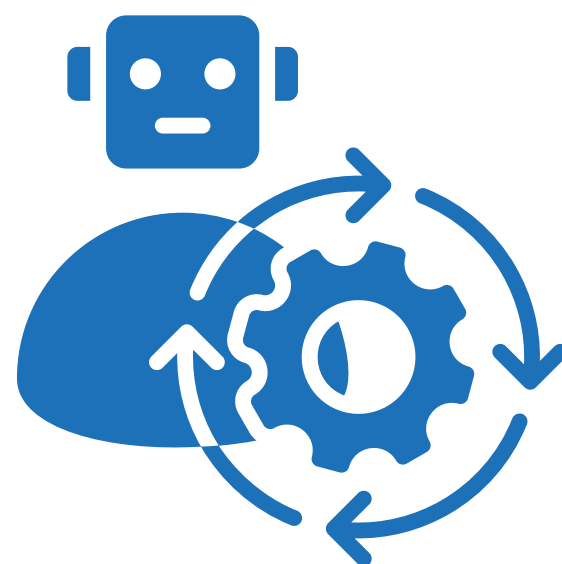


Remind participants of tasks to complete.

Don't forget to explain where to find all of the material, eg: community space, app,

Use automation where applicable

When working with large numbers many pre-and post tasks can be automated via the LMS, or even more personalised using a chatbot which can respond to most common questions: “where is the homework”, “where is the recording?”, “what tasks are mandatory?”



In conclusion, creating a learning journey and using learning technology, doesn't have to be complicated.

Most of these things can be done at low cost (if not free), and you're probably doing quite a bit already.

It just has to be well thought through so it's intuitive for participants to find what they need and focus on the learning rather than the tech. It does require allocating time for instruction to get participants used to the technology, which is why we've driven home the importance of planning and design as the keys to success.

For ideas on learning technology options you can use a little to no cost to enrich your learning experiences, head over to our Miro board

<https://miro.com/app/board/uXjVMBpSXSk=/>

and feel free to add any you use that may be missing!

